

**MEETING
MINUTES**

Clatsop County Emergency Preparedness Meeting

Minutes from November 18, 2010 Meeting
Camp Rilea, Operations Building Conference Room
Warrenton, OR 97146

Type of meeting:

Monthly Emergency Preparedness Committee Meeting

Attendees:

Ed Hauer Jr., Don Hillgaertner, Tom Manning, Gene Strong, Lenard Hansen, Randall Sheeder, Bill Davidson, Dorothy Davidson, Alice Wood, Lisa M. Heartsill, Doug Barker, Dean Perez, Patrick Wingard, Deb Sterling, Tom Savage, Joe Miller, Neal Laugle and George Jette

Agenda topics

Emergency Management Update	Gene Strong
Grants	Gene Strong
OpsCenter	Gene Strong
Red Cross	Julie Flues
Communications	Lynn Smith
Training/Exercise Committee	Margo Lalich
EOC	Gene Strong
CHAT	Patrick Corcoran
CERT	Bill & Dorothy Davidson
LEPC	Gene Strong
Long-Term Recovery	Scott Reuter
ARES/Races	Jeff Holwege
Public Outreach	Tom Manning

Special notes:

**MEETING
NOTES**

Clatsop County Emergency Preparedness Meeting

Meeting called to Order: @ 10:02 AM Gene Strong called the meeting to order

Introductions: By Chairman Gene Strong

Adoption of Meeting Notes: @ 10:12 AM with corrections

New Business:

- The December EPREP Meeting will NOT be held due to the holiday season.
- Clatsop County Emergency Management Division will work with ODF Tom Savage, developing a new MOU that we can access additional resources and personnel such as the Incident Management Teams etc.

Old Business:

- Patrick Wingard – gave an overview of his new position as the Astoria/Warrenton Tsunami Outreach Coordinator. He would like to work with our EPrep Committee and be a part of the Business Community and to coordinate with our preparedness and outreach programs. Deb Sterling also talked about the goals and objectives of the program. The positions are being funded through the Department of Geology and Mineral Industries.

Agenda topics

Emergency Management Update

Gene Strong

- Discussion: The Committee expressed a desire to change our meeting notes and format to include action items and to make the meeting more informative and beneficial for our committee members.
- We have enlisted comments and input from our committee members to add additional areas of interest and to complete a survey early next year.

- Clatsop County Emergency Management Division has issued our first News Letter on December 1, 2010.
- Additional Radio's, which includes the following bands VHF, UHF and HF frequencies. This will provide additional communications capabilities at our new office location. Our RACES/ARES volunteers will do the installation work.

Conclusions:

Action items:

Person responsible:

Deadline:

Survey Form

Gene Strong

1/31/11

News Letter

Gene Strong

1/31/11

Grants

Gene Strong

Discussion:

- Homeland Security Grants: Emergency Management Division did not receive our Regional Long Term Recover Grant for this year's allocation. We did receive \$67,292 for our Communications Grant and \$9,730 for our CERT Grant.
- New EOC Grant under EMPG program was successful and we have \$250,000 for building our new communications wing at Camp Rilea.

Conclusions:

Action items:

Person responsible:

Deadline:

Develop a new MOU with OWIN

Tom Manning/Gene Strong

1/31/11

Ops-Center		Gene Strong
Discussion: OPS Center Training OEM – Training will start at the end of this month. Our Information Services has installed the new software and we should be ready to start our training after the holiday.		
Conclusions: There will be a class for about 6 people to receive the Train-the-Trainer training. These trained members will schedule training for our additional local users.		
Action items:	Person responsible:	Deadline:
T-T-T for 6 people	Gene Strong	12/28/2010
Red Cross		Julie Flues
Discussion: Julie is very busy doing blood drives and Don Hillgaertner reports that their new hire will be working through the county conducting emergency preparedness training and coordinating Red Cross specialized training too include but not limited to CPR and Basic First Aid classes. Tom Manning has also indicated that he will be working with Red Cross on emergency preparedness outreach.		
Conclusions: Next Meeting Julie can provide an update on current Red Cross issues.		
Action items:	Person responsible:	Deadline:
Coordinating Training	Julie Flues	On-going
Communications		Lynn Smith
Discussion: No Report		
Conclusions: No Report		
Action items:	Person responsible:	Deadline:
Next Meeting should have a Report		

Training/Exercise Committee		Margo Lalich
<p>Discussion:</p> <p>Margo is working with our Training and Exercise Sub-committee and our goal is to standardize and list all training within Clatsop County and maintain a training calendar that we all can utilize. The committee meeting was postponed due to some mandatory training. The Exercise/Training Committee will meet on November 23, 2010 at Camp Rilea.</p>		
<p>Conclusions: The Committee will have their first meeting this month to determine goals and objectives and will report at our next EPrep Meeting in January.</p>		
Action items:	Person responsible:	Deadline:
To hold First Training/Exercise Committee Meeting	Margo Lalich	11/23/2010
EOC		Gene Strong
<p>Discussion:</p> <ul style="list-style-type: none"> Dean Perez reported that the EOC Communications wing at Camp Rilea is moving forward and is supported by the County. Additional match may be leveraged with OWIN. This was in our original plan with OWIN. The meeting held last week was very positive with OWIN. We are developing a detailed narrative update and a new intergovernmental agreement. The projected cost for our new EOC communications wing will be around \$500,000.00. 		
<p>Conclusions: a new intergovernmental agreement that will better clarify the roles and responsibilities of our new EOC partnership.</p>		
Action items:	Person responsible:	Deadline:
Develop a new MOU/IGA	Gene/Tom/Dean	1/31/11

CHAT		Patrick Corcoran
<p>Discussion:</p> <ul style="list-style-type: none"> Doug Barker reported that the Tsunami Awareness Group (TAG) had a meeting and will be setting up next years meeting and activity schedule. The Tillamook Headlight Herald and the Seaside Signal had a great piece on Tsunami Preparedness and for personal and family preparedness. Surf-Pro has made up some very good go kits that can be used in many applications. 		
<p>Conclusions: Patrick should have a report for our next EPrep meeting in January</p>		
Action items: None	Person responsible:	Deadline:
CERT		Bill & Dorothy Davidson
<p>Discussion:</p> <ul style="list-style-type: none"> Bill & Dorothy Davidson reports there will also be a Blood-born Pathogens class on November 22, 2010. Four Restaurants now have Tsunami Preparedness Brochures. 		
<p>Conclusions: Continue to support our Countywide CERT Programs</p>		
Action items: On going training for new CERT programs	Person responsible:	Deadline:
	Bill & Dorothy Davidson	On-Going
LEPC		Gene Strong
<p>Discussion:</p> <p>Chair Gene Strong - The LEPC elected new officers. Gene Strong is the Chair and Scott Reuter is the Vice Chair and Lynn Smith is our Information Coordinator and Treasurer.</p>		

Conclusions: The next LEPC meeting will be on January 20, 2011.		
Action items:	Person responsible:	Deadline:
To review local HAZMAT Plans	LEPC Committee	2/15/11
Long-Term Recovery		Scott Reuter
Discussion:		
<ul style="list-style-type: none"> We are on the last project from the 2007 Storm and we should be completing this month. 		
Conclusions: This project should be our last open Long Term Recovery project from the 2007 Storm		
Action items:	Person responsible:	Deadline:
Will report status at next January Meeting	Scott Reuter	01/20/11
ARES/Races		Jeff Holwege
Discussion:		
<ul style="list-style-type: none"> Jeff Holwege – report by Don Hillgaertner reported that the Sunrise Empire would be holding a meeting to determine the make up of the Board of Directors. He also would like to add the local HAM Repeater frequencies in our News Letter. The Digital Test for November went very well. Gearheart Fire will be adding HAM radio equipment along with Clatsop County Community College. 		
Conclusions: The ARES and RACES program continues to go and be active in our county		
Action items:	Person responsible:	Deadline:
Will report the status of the EMD Radio's at the new facility	Jeff/Don/Tom	1/20/11

Public Outreach

Tom Manning

Discussion:

- Clatsop Emergency Management Division will continue to provide Emergency Preparedness outreach to our communities. This will be an all hazards approach. We currently have completed 3 public workshops/Fairs throughout the county.
- Our goal is to provide at least 2 public outreach workshops/fair's per quarter, in collaboration with DOGAMI, CERT, ARES/RACES, Red Cross or any other organization active in disaster preparedness training.

Conclusions: Report any preparedness training held during the month so Tom Manning can report to OEM on our outreach programs that are currently being taught throughout the county.

Action items:

Person responsible:

Deadline:

Coordination of public outreach workshops, etc.

Tom Manning

On-Going

Next Meeting:

EPrep January 20 2010 @ 1000 Hrs. Camp Rilea Air Guard Facility Conference Room/Mess Hall.